

# **SIDEWALK TASK FORCE**

## **FINAL REPORT**

### **January 26, 2004**

#### **Mission**

The Sidewalk Task Force was required by R-11-02 to:

- \* Review existing provisions of the City charter, City Code and City policy related to the use, access, maintenance, fiscal impact and construction of sidewalks.
- \* Recommend changes to the City Code, City policy and funding mechanisms to promote the use, access, maintenance and construction of sidewalks.
- \* Hold at least two public hearings to take testimony from the public.
- \* Submit to the City Council findings and recommendations, together with drafts of any recommended revisions to the City Charter and/or City Code.

**Background** — The Eastport Civic Association conducted a survey of the Eastport area several years ago, using volunteers who mapped out the location of various impediments to access, including: power poles, fire hydrants, broken sidewalks, lack of curb cuts, and lack of sidewalks. The ECA then followed-up this mapping work by establishing a priority list for the order in which these impediments should be fixed. This map and priority list were then given to the Annapolis Planning & Zoning Department in order to link each problem location, to street numbers and actual property owners. Nothing has been done with any of this information to date. In addition to the concerns expressed by the ECA, general concern has been expressed about the sidewalk issue from all wards in the city.

#### **City Sidewalks Snapshots**

- C Property owners are responsible for maintenance of sidewalks adjacent to their properties.
- C Most jurisdictions have the same code requirements as Annapolis, primarily because of liability concerns.
- C The overall condition of sidewalks in Annapolis is poor.
- C ADA compliance in the City, while a priority, is still spotty and in need of improvement.
- C A 35-year-old court case in Michigan determined that it is not reasonable for a jurisdiction to hold a private property owner responsible for maintaining a sidewalk because the average homeowner does not have the expertise to know how this should be done.
- C Court rulings, shifting sidewalk maintenance responsibilities back to the local jurisdictions, have increased the potential for liability claims. This, in turn, has spurred additional sidewalk safety inspections in some jurisdictions. (Not Annapolis).
- C Previous City administrations have told DPW not to enforce maintenance requirements because most people would balk at paying such maintenance fees.
- C There is no citywide sidewalk inventory.
- C Brick and brick paver replacement is sometimes done in a way where the pavers are upside down and the bricks do not match the surrounding bricks.

**Legislative History** — Several years ago a bill was introduced to the City Council that would have turned over responsibility of sidewalks to the city. The Economic Impact Analysis determined that such a shift would have cost the City millions, and the bill was withdrawn. Mayor Moyer introduced legislation last year that would have established a financial liability limit for property owners responsible for maintaining the sidewalks bordering their property. The bill was withdrawn. Several years ago, the City looked into seeking a change in state law to allow sidewalk enhancement money to be used for sidewalks on non-state roads.

**Code Requirements of Homeowners** – Each person or corporation owning property fronting on a right-of-way with paved sidewalk is required to clean and maintain that sidewalk. If a sidewalk is in a bad condition, and it is brought to the attention of The Department of Public Works, the Director is authorized to condemn the sidewalk and notify the abutting property owner to make repairs. It is the responsibility of the abutting property owner to immediately, upon receipt of notice, barricade the damaged sidewalk so that it is not a danger to pedestrians. They then have twenty days to make repairs. Should repairs not be completed within that time, the Director is authorized to cause the work to be done, certify the cost of the work to the Director of Finance, and bill the property owner. If the bill is not paid by the time real estate tax bills are issued the cost of the repair bill will be added to that bill.

**Current Repair Program** – There are three ways that the need for repairs is brought to the attention of Department of Public Works:

1. Receipt of complaint;
2. In conjunction with building/grading permits;
3. City staff recognizes and reports failures while performing their assigned duties.

**How the City Handles Complaints** – When complaints are received they are generally directed to the Public Works Inspector. A site inspection is performed within a day of receipt of the complaint and if the failed area cannot be immediately barricaded by the property owner, public works services staff will provide barricades to secure the area. If there is a question of a utility-related reason for the failure (e.g.: water or sewer leaks) the City would be responsible for performing repairs after the utility leak is addressed. If it is found that the failure is not utility-related the property owner is notified by phone or letter to arrange a joint inspection so that the extent of the damages and the required repairs can be agreed upon. The Public Works Inspector generally provides a list of several local contractors from which the property owner can choose one to hire to acquire a permit and complete the work.

**What Sidewalks to Repair** – After it has been determined that there is no utility-related reason for a sidewalk failure it must be determined whether the failure is severe enough to require the abutting property owner to make repairs.

**BGE, Comcast, and Verizon are not Exempt** – Utility company permits are subject to review by the City prior to issuance. These companies are required in every instance to "replace in kind" all damage done to the public right-of-way. For new developments, care is taken in the review of projects to ensure that sidewalks are free of utility-related obstructions. For pre-existing utilities, however, it is often difficult to achieve. For example, a pole relocation based on the fact that it is in a public sidewalk, may require additional right-of-way acquisition. Whether that would be the City's financial burden, since we are the ones wishing to achieve ADA compliance, or if there is some legal precedent that would enable us to pass both the administrative and financial responsibility on to the utility company, is a matter requiring further investigation perhaps on a Federal level. The City still needs to assess how far we are from the national "standard".

**Sample Sidewalk Rating Form** – Many Sidewalk Rating Forms are available from organizations that specialize in assessing liability. Among these groups LGIT (Local Government Insurance Trust), Repros Safety Management Checklists, American National Standards, BOCA, and the International Code Council 2000 all note varying degrees of "failure" that constitute a hazard. Adjacent slabs of concrete that are not flush with one another are defined as a hazard with anywhere from 1 1/4" grade difference quoted in some LGIT references, to 5/8" as used by the City of Laurel. The Public Works Inspector has suggested we should use the more stringent of the standards. There is no existing City standard that quantitatively defines a tripping hazard. The Public Works Inspector suggests we establish one that reflects the high standard we wish to reflect for our state capital.

\* LGIT provides the most comprehensive national standard for determining what warrants a sidewalk repair. The enclosed sample sidewalk rating form provides guidelines to define failures. (see attachment 13-11, 13-19, and SLIP-1)

**LGIT Management Manual Checklist for Reporting New Claims**

\* See attachment LGIT-1.

**LGIT General Liability Accident Report**

\* See attachment LGIT-2.

**Cost Estimate for City-Wide Sidewalk Inventory and Repair** – A cost estimate regarding what resources it would take to conduct a city-wide sidewalk inventory is a difficult task to undertake. Information collected by the Finance Department in conjunction with the Bureau of Engineering in 1996 gives insight into the scope of this endeavor. Approximately 70% of City streets have sidewalks on both sides. The average City sidewalk is 3' 4" wide. The City has approximately 95 miles of streets. Conservatively speaking, it is reasonable to assume that 60% of City sidewalks need to be replaced. Given these statistics, there are about 80 miles of sidewalk that need to be replaced. At 5,280 feet per mile, that's 422,400 linear feet. At 3' 4" wide, 422,400 linear feet equals 1,408,000 square feet of sidewalk that needs to be replaced. At the lowest cost of labor (based on a contractors rate for the large volume of work) and the least expensive material (4" concrete) the replacement cost for the total quantity of failed sidewalk currently in the City is **\$6,336,000.**

\* Based on the latest Unit Price Sheet used to estimate for grading permit fees and bonding, (adjusted to reflect the current economy), estimated costs for various types of sidewalk repairs are:

- \* 4" concrete sidewalk at \$4.50 sq. ft.
- \* 6" concrete at \$6.00 sq. ft.
- \* Brick pavers on 4" concrete at \$13.00 sq. ft.
- \* Brick pavers on 6" concrete at \$15.00 sq. ft.
- \* Brick pavers on sand at \$7.00 sq. ft.

\* Assuming that the City would wish to staff a position, at the starting salary of an inspector, to oversee the contractors charged with performing this work at, let's say \$26,000 annually (plus benefits), and assuming the length of time necessary to complete the work is 10 years, the annual cost for the City to fund a sidewalk repair program would be approximately \$659,600.

#### **Breakdown of All Current Funding for Sidewalk Work**

\* Under the approved budget for this FY04, a total of \$250,000 is set aside for sidewalk work. Engineering and Construction is budgeted \$100,000 for sidewalk and curb repairs to meet ADA standards in conjunction with the street resurfacing program. Additionally Public Works Services is also budgeted \$100,000 for sidewalk repairs adjacent to City-owned properties and to perform repairs in areas where City trees have caused sidewalks to heave. For the last six years \$50,000 has been budgeted to a Revolving Sidewalk Fund. Citizens may apply for a loan to pay contractors to perform repairs to public sidewalks where it has been determined that the citizen is responsible for those repairs. This fund is rolled over every year and only reimbursed by citizen repayment of the loan.

#### **Photos Illustrating Ways to Install Sidewalks Around Existing Utility Poles**

\* See attachment UP-1.

#### **State Roads in the City Receiving Repair Grants**

\* The State Highway Administration is involved with the developer of the Bloomsbury Square Housing Project in a joint sidewalk improvement project including the repair of all bridge sidewalks on Rowe Blvd.

\* SHA is also designing a Rt. 70 -Taylor Avenue intersection renovation that will ultimately connect Rowe Boulevard with West Street once the Park Place project is complete

\* Anne Arundel County and the City are working jointly on a right of way acquisition and sidewalk project for the City's and County portions of Forest Drive respectively.

\* Edgewood Road is also slated for extensive renovation including sidewalks to begin within the year.

Care must be taken to ensure that all jurisdictions, as well as developers, are held to a standard that would require all future projects, whether renovations to existing infrastructure, or new projects, comply with a City policy requiring a vision of interconnecting public sidewalks. (See attachment SR-1.)

**Community Block Grants** – These are funds that are available for projects and are very competitive. Usually awards go to Habitat for Humanity or Homes for America for housing, or to Arundel Lodge for housing rehabilitation. If you compete, you would not get the whole amount, probably \$30,000 at the most. It depends on the cost of your project, what neighborhood it is in, the public purpose, and how much other funds you've leveraged etc. The funds have to go to help low and moderate income persons. If your sidewalks are not in a low and moderate income area they would not be eligible. Low and moderate income is defined by census data or an income survey of the people in the neighborhood. The City only has \$125,000 available to use citywide for all projects. Funds will not be available again until July 1, 2004. Requests For Proposals went out in October 2003 and were due in December of 2003.

### **State Law Regarding Crosswalks**

\* Current City policy is one of "reasonable accommodation", in other words, both the State and ADA regulations allow for us to install crosswalks as we perform work at intersections adjacent to State roads. The dimension of a striped crosswalk in both a State highway and City street is 8' in width accompanied with two curb cuts with a minimum width at the depressed portion of 4'. The stripes are 1' wide with 3' between stripes.

### **Recent Maryland Court Cases Related to Sidewalk Liability & Enforcement**

\* See attachment COURT-1.

### **Howard County's "Forward Funding" Sidewalk Program**

\* See attachment HC-1.

### **Maryland Municipal League**

\* MML information is incorporated into the report. Much of LGIT information was obtained from the MML seminar in 2002 attended by Mayor Moyer and the Director of Public Works.

**Planning & Zoning** — The City Code gives shared responsibility for sidewalks to the Planning & Zoning Department and the Department of Public Works. The City Code does not require sidewalks in new subdivisions or individual infill lots. The Planning Commission ultimately has the authority to require sidewalks when they review plans for new subdivisions. The Planning & Zoning Department recommends to the Planning Commission that sidewalks be installed in new subdivisions if the sidewalks will provide a logical connection to other sidewalks or pathways. The Planning & Zoning Department is also trying to have small subdivisions designed in such a way so that the street functions as both a travelway for pedestrians and cars. The City Code does require curb and sidewalks in all commercial development and re-development.

**Utilities** — The placement of utilities and infrastructure predates most sidewalks and the Americans With Disabilities Act. The City's design code requires that all new development in the City must have a minimum of 4-foot-wide sidewalks that are clear of impediments. Undergrounding utilities is very expensive — approximately \$1,500 a foot.

**Recent City Action** — The Mayor has asked the Governor for additional funds for sidewalk enhancements. Mayor Moyer also recently directed the Department of Public Works to make sure the City leads by example and fix deteriorating sidewalks and those damaged by street trees. Recent projects include:

- C Compromise Street in front of the Recreation Center;
- C Prince George Street;
- C Gorman Street;
- C Duke of Gloucester.

### **Liability (Taken from “Street & Sidewalks” By Kevin Best)**

Maryland courts have recently held that a municipality is liable for negligence for maintenance of its sidewalks even if there exists an ordinance requiring an abutting landowner to maintain the sidewalk or pay the municipality to do so. This means that if the landowner is supposed to be maintaining the sidewalk, and someone gets hurt, the City may be able to go after the landowner in a third party action; however, the City will still be liable to the injured party. It does not matter if there is an ordinance or not because the City is ultimately responsible for the condition of its sidewalks. In injury lawsuits, courts look for negligence:

- \* Failure to inspect sidewalks;
- \* Failure to repair a known defect properly;
- \* Failing to correct the defect at all or in a timely manner.

The City may lack money or manpower to repair sidewalks, but they still must place warning signs and/or barricades around the defect so no one gets hurt. This means that the city does not have to perfectly maintain sidewalks; however, they must take reasonable steps to make the sidewalks safe. The city must make routine inspections so it can catch defects before an accident happens. They should maintain inspection and repair logs, along with a log of citizen complaints. Inspections must be conducted frequently. Good record keeping can be a key defense for the city in a injury trial.

### **Mapping**

The Department of Public Works recently located a sidewalk map in their archives. The map is a 400-scale blow up of the City street map. It is a color-coded survey of all City streets showing:

- a. Streets with curbs, sidewalks and ramps at intersections;
- b. Streets with curbs, sidewalks and no ramps at intersections;
- c. Streets with curb but no sidewalks;
- d. Streets with no curbs or sidewalks.

The Public Works Inspector intends to add to the map with the following:

- a. Intersections that received handicap ramps during street resurfacing projects over the last 14 years.
- b. Pathways that have been constructed
- c. SHA sidewalks currently under construction
- d. City/County sidewalk projects not currently shown
- e. Proposed City/County projects not yet constructed ( such as Forest Drive)

### **Conclusions**

There are essentially three distinct issues related to sidewalks:

- \* Installation
- \* Maintenance & Repair
- \* Public Education & Enforcement

Currently, sidewalks are repaired when:

- \* A property owner comes in for a permit and is notified by the City's Department of Neighborhoods & Environmental Programs that they need to repair their sidewalk in order to get their permit;
- \* When the DNEP receives a complaint from a citizen.

Sidewalks are public space, used to accommodate pedestrians and utilities, so it is not reasonable to expect private property owners to be responsible for this public space. The burden for maintaining sidewalks is not equally allocated. Individual property owners may have as little as 25 feet of sidewalk which they are responsible for, while others may have in excess of 100 feet. Temporary and mobile obstructions – refuse, mailboxes, leaf piles, cars – routinely block sidewalks. Enforcement by the Police & the Department of Public Works of existing rules regarding the blocking of sidewalks has been lax. The City needs to develop a policy about why we have and use sidewalks. The issue of sidewalks is a citywide issue that will take millions of dollars and decades to completely address. We need to set short-term goals that are within reach so that we do not get lost in the big picture to the point that we don't do anything. There are some small improvements that could be undertaken right now. The Task Force is challenged to come up with an equitable and fiscally responsible way to fix sidewalks and do so in a way that makes it easy for homeowners to participate.

- \* **The Sidewalk Task Force was created for a very short duration (6 months), and the Resolution also required two public meetings. Given the very limited amount of time the Task Force had to conduct its business, this report still leaves many questions unanswered. While this report serves as an excellent first step which frames many of the issues and concerns related to sidewalks, some of the recommendations in this report are based on a quick analysis and should really be considered as “options for consideration”. An in depth analysis would undoubtedly provide the Mayor and Council with a more technical study of the issues raised in this report. The Task Force members strongly urge the Council to create a Sidewalk Advisory Board to conduct such a detailed study of this complex issue, while monitoring the City's short-term and long-term progress in addressing the sidewalk problems facing Annapolis.**

## **Draft Recommendations**

The City should create a Sidewalk Advisory Board (See draft ordinance in the appendix.) that will monitor sidewalk issues and work with City staff and the public to help implement the following recommendations. When addressing sidewalk-related issues there should be regular coordination between the Sidewalk Advisory Board and any appropriate City department including, the Annapolis Transportation Department, the Annapolis Planning Commission, Department of Planning & Zoning, Department of Public Works, and the Department of Neighborhoods & Environmental Programs when addressing sidewalk-related issues.

### **PRIORITY PROJECTS**

- \* The Sidewalk Advisory Board, in conjunction with the appropriate City departments, shall evaluate sidewalk conditions throughout Annapolis and create the ***Sidewalk Priority List***.
- \* New sidewalk installation initiated by the City should be based on the City's ***Sidewalk Priority List***.
- \* Coordinate capital projects involving sidewalks with the ***Sidewalk Priority List*** and closely involve the Public Works Inspector in these decisions.
- \* The Department of Public Works should establish a schedule of installation and repair projects in each ward based on the ***Sidewalk Priority List***

### **PUBLIC OUTREACH**

- \* The appropriate City departments need to develop a comprehensive citizen awareness program to educate the public about the City Code as it relates to sidewalks.
- \* The City should send out informational letters to homeowners explaining problems related to sidewalks.



## **FUNDING**

- \* The City should explore the following options for funding sidewalk projects:
  - \* Reallocate road construction/maintenance money;
  - \* Impose Impact Fees;
  - \* Divert gas tax revenues currently going to the General Fund to a Sidewalk Fund;
  - \* Require Non-Sidewalk Developments Pay into a Sidewalk Fund ;
  - \* Add more money to the existing sidewalk accounts;
  - \* Increase fines for blocking sidewalks and put that money directly into a Sidewalk Fund;
  - \* Establish a special tax district for sidewalk funding. This could be paid over many years but the district could change year to year based on the need for sidewalks;
  - \* Establish a front foot assessment tax earmarked to be put into a Sidewalk Fund, not back into the General Fund.
- \* The City needs to better advertise the ***Revolving Sidewalk Fund*** so citizens can avail themselves of the funding available to them for repairing and installing sidewalks.
- \* The Sidewalk Advisory Board should submit guidelines to the Mayor and City Council for establishing procedures for funding the repair of sidewalks for newly purchased houses and properties undergoing improvements needing a building permit.
- \* The Mayor and City Council need to establish a sidewalk repair cost cap for individual property owners.
- \* Establish a cost sharing program between the City and individual property owners.
- \* The Mayor and City Council should appropriate monies for the Sidewalk Maintenance Fund each year to fund sidewalk repair based on the City's ***Sidewalk Priority List***.
- \* Unspent monies appropriated by the Mayor and City Council in individual sidewalk programs during each fiscal year should be made available to other sidewalk accounts where the monies could be spent.
- \* The City should require that the owners of minor subdivisions and individual lots where new construction is taking place, pay into a Sidewalk Fund when sidewalks are not installed.

### **DESIGN REVIEW**

- \* There needs to be better coordination between City departments in addressing sidewalk issues.
- \* The Planning & Zoning Department and the Department of Neighborhoods and Environmental Programs should always evaluate the need for sidewalk installation and repair as part of the building or grading permit process.
- \* Property owners applying for building permits should be required to install sidewalks if the property provides a logical connection to other sidewalks or the City's pathway system.
- \* All major subdivisions should be required to install sidewalks, with no exceptions.
- \* During the site design review process, the Planning & Zoning Department and the Planning Commission should consider the need for a tree-lined buffer between the walk and the street, a 6-foot-wide planting strip on heavily trafficked streets, and the use of linear root barriers along the face of the sidewalk for a distance of about eight feet on either side of the tree for new walks and trees.
- \* The Department of Public Works should create a new informational line on the permit application that evaluates sidewalk conditions (see Sidewalk Rating Form).
- \* The Department of Public Works should make sure that all sidewalk work is comprehensively ADA compliant in order to ensure that entire streets are handicap accessible.
- \* The City should consider the use of pervious materials for sidewalks where appropriate.

### **MAINTENANCE OF SIDEWALKS**

- \* The Department of Public Works and the Department of Neighborhoods & Environmental Programs needs to address the issue of moveable impediments which block sidewalks such as mailboxes, garbage cans, illegally positioned sidewalk cafes, vehicles, snow, and vegetation.
- \* The Department of Public Works should develop strategies and policies for removing telephone poles which block sidewalks.
- \* The Department of Public Works should consolidate areas where there are street signs and newspaper boxes so they do not impede sidewalks.
- \* The Department of Public Works should be required to inspect and rate sidewalks whenever someone applies for a building permit.

### **MAINTENANCE OF SIDEWALKS** (cont.)

- \* The Department of Public Works should use and promote the new City Sidewalk Rating Form created by the Sidewalk Task Force.
- \* The Department of Planning & Zoning and Department of Public Works need to establish a consistent brick replacement policy so that bricks and pavers are installed correctly and match the surrounding bricks.
- \* The Department of Public Works should fix sidewalks and not leave it up to the property owner to hire a contractor who may or may not do the work correctly.

### **ENFORCEMENT**

- \* No parking or driving on sidewalks rules should be strictly enforced and money collected from fines should go into a Sidewalk Fund.
- \* Charter and Code Chapter 12 Section 20.140 states that the initial fine for parking on a sidewalk is only \$15. It goes up to \$20 if not paid in 15 days and \$30 if not paid in 23 days. The increased scale is similar to parking meter violations, but it is a misdemeanor. The fee for illegally parking on a sidewalk should be increased from the current level to **\$50.**
- \* The Annapolis Police Department should designate a staff person responsible for enforcing all laws related to sidewalks.
- \* City Police Officers need to be better educated regarding the importance of enforcing sidewalk regulations, and subsequent enforcement needs to be given a greater emphasis.

### **LEGISLATIVE ACTION**

- \* The City should create a Sidewalk Advisory Board (See draft ordinance in the appendix.) that will monitor sidewalk issues and work with City staff and the public to help implement the recommendations in the ***Sidewalk Task Force Report***.
- \* The Mayor and City Council should pass legislation requiring sidewalks for all development and redevelopment taking place along all roads listed in the City Comprehensive Plan as a Minor Collector and above.
- \* The City should require that the owners of minor subdivisions and individual lots where new construction is taking place, pay into a Sidewalk Fund when sidewalks are not installed.

**SIDEWALK PUBLIC MEETING COMMENTS – (8/11/03)**

- \* When Comcast does its underground cable work, they need to coordinate with the City to see if sidewalks can be constructed. They also need to be careful they do not damage existing sidewalks.
- \* The bike trail along 450 ends as you come off of the Academy Bridge into Annapolis and this is dangerous.
- \* Check the Burlington, Vermont website to get a copy of their Sidewalk Ordinance which is very good.
- \* There are many impediments to sidewalks around Annapolis: trash cans, overhanging vegetation, tree roots, piles snow, vehicles, delivery trucks, power poles, mailboxes, signs, car dealers' cars, and sidewalks in need of repair. The City needs to do a much better job of enforcing the fact that sidewalks are for pedestrians and they need to be clear so they can be used safely.
- \* The City needs to enforce the laws that preclude the use of skateboards, rollerblades, motorized scooters and bicycles on sidewalks.
- \* The City needs to develop a good reporting system which the public can use to report sidewalks in need of repair.
- \* The City should pass a proclamation stating that the sidewalks in Annapolis are strictly for pedestrians.
- \* The City should either better enforce the policy that homeowners are responsible for shoveling snow off of their sidewalks, or the City should shovel snow from sidewalks on main travelways. Homeowners and businesses don't and it doesn't snow that much that it would become a great expense.
- \* The City should also plow the snow from the bike trails.
- \* The City should repair sidewalks because this is beyond the ability of individual homeowners.
- \* The City should adopt a zero tolerance policy for speeding. There should be signs as you enter Annapolis explaining this zero tolerance policy.
- \* The program of placing speed traps in residential areas should be expanded.
- \* Bike trails not only accommodate cyclists, but they also provide a buffer between motorists and pedestrians using the sidewalk.
- \* The City should follow the state and the county and develop a Bicycle/Pedestrian Plan.
- \* The City should address both the need for sidewalks within communities and the need for sidewalks that connect communities.

## **SIDEWALK PUBLIC MEETING COMMENTS – (8/11/03)** (cont.)

- \* The City should develop a list of “Sidewalk Priority Areas”.
- \* The City should install sidewalks on Sillopanna Road, from Spa Road to Spa Drive.
- \* The City needs to stop the proliferation of newspaper boxes (advertising) that are blocking downtown sidewalks.
- \* The City needs to make sure the sidewalk cafes do not block sidewalks downtown.
- \* The City needs to establish a cost sharing mechanism with homeowners to help defray maintenance costs. Sidewalk users do not pay their fair share to use what is essentially private property.
- \* The City should get a copy of the recently completed Anne Arundel County study which looked at the conflicts between sidewalks and tree roots.
- \* The City should get a copy of the California Transportation study regarding sidewalks and tree roots.
- \* Narrowing the lane widths of existing roads – “road diet” – can create more room for sidewalks (Chesapeake Avenue).
- \* Place parking meters and signs at the back, rather than the curb side of the sidewalk, to create more unimpeded access for pedestrians.
- \* Cluster parking meters in one central location at a small kiosk, like they do in Britain, so the meters don’t take up so much of the sidewalk.
- \* Obesity is a health issue for our nation and sidewalks promote walking and better health.

# SIDEWALK TASK FORCE ATTENDANCE 2003/2004

	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY (2004)
Ward 1 ARTHUR GREENBAUM (VICE- CHAIR)	X	X	X	X	X	X
Ward 2 EVELYN SPEAKS	EXCUSED ABSENCE	X	X	X	X	X
Ward 3 VINCENT PRICE	EXCUSED ABSENCE	X	EXCUSED ABSENCE	X	X	EXCUSED ABSENCE
Ward 4 NICOLAS GOMEZ	EXCUSED ABSENCE	X	EXCUSED ABSENCE	X	X	EXCUSED ABSENCE
Ward 5 LARRY JOHNSON	X	X	EXCUSED ABSENCE	EXCUSED ABSENCE	X	X
Ward 6 DONNELL HARRIS	X	X	EXCUSED ABSENCE	X	EXCUSED ABSENCE	X
Ward 7 DAVID BROWN	X	X	X	X	X	X
Ward 8 RAJ WILLIAMS	X	EXCUSED ABSENCE	X	X	EXCUSED ABSENCE	X
At Large TERRENCE AVERILL (CHAIRMAN)	X	X	EXCUSED ABSENCE	X	X	X

\* An “X” indicates attendance

## **DRAFT ORDINANCE**

### **Sidewalks Advisory Board**

DESCRIPTION: The purpose of this committee is to take public comment and advise the City Council and City Staff of the public's views with regard to funding, development, design, prioritization and implementation of sidewalk related issues.

TERMS: All private citizen members serving on the committee at the time of passage of the resolution shall continue to serve until December 31, 2005. Thereafter, private citizen members shall serve two-year terms, with no limit to the number of terms they may serve.

MEMBERS: The committee is comprised of twelve members: nine (9) voting members and three (3) non-voting staff/support members as follows:

#### **Voting Members**

- (8) Citizens of Annapolis appointed by the respective Council persons from the eight wards of Annapolis
- (1) At-Large citizen of Annapolis appointed by the Mayor

#### **Non-Voting Members**

- (1) Mayor's Office
- (1) Public Works Inspector
- (1) Police Department

APPOINTMENTS: The City Council shall appoint private citizen members from each ward of the city, while the Mayor will have one at-large appointment that can come from any city ward.

OFFICERS: At the first regularly-scheduled committee meeting of each calendar year, the voting members of the committee shall, by a simple majority, elect from among themselves a Chair and Vice Chair.

Rules: Meetings shall be conducted in accordance with Rules of Order and Procedure.